

ECEAP Reminders and Links

August 1, 2009

E-mail: eceap@del.wa.gov

Web: www.del.wa.gov/eceap

Due Dates

- [Billing](#) for July services August 15
- [Site Approval](#) Forms for new classrooms. . . .Two weeks before classes begin
- Insurance certificate Upon renewal
- Enter or update Contractor, Subcontractor, and Program Information Forms (PIFs) in the ECEAP Management System (EMS) September 15
- Send your Contractor Staff Contacts form to DEL September 30
- Request to use ECEAP funds for federal match (optional) September 30
- Fully enroll all classes By 30 days after classes start
- Enter all Child Enrollment Forms in EMS October 15

See Section 5 of the ECEAP Contract for details related to these deliverables.

ECEAP Announcements

Billing DEL for July Services

If your contract includes a payment point for July, you must submit an A-19 invoice voucher to DEL by August 15. If this applies to you, this invoice was e-mailed to the person listed as your ECEAP Director by August 1. For this month only, you will not use EMS to submit a monthly report.

Once you receive the A-19 by email, save a blank copy electronically, since you will use the same form each month.

To complete the invoice:

- Fill in the Invoice Service Period (July 1 to 31, 2009)
- Click "No" for "Is this a final billing?"
- Under Payment Points, find the July line. On that line, enter your contracted number of slots under "Billed Quantity."
- The form will compute and fill in your total payment.
- Print, sign and date.
- Mail to the address at the top of the form.
- That's all!

There is no longer an FMIS tab in EMS. You will not submit your ECEAP budget electronically. This is part of our transition to payment points, from our prior cost reimbursement system, and streamlines the billing process for you and for DEL.

USDA Waiver for ECEAP

USDA has extended the ECEAP waiver for food reimbursement programs for one year, beginning July 2009. This allows automatic eligibility of all ECEAP children for the CACFP and School Child Nutrition programs. For details, see USDA bulletin 027-09 at www.k12.wa.us/BulletinsMemos/bulletins2009/B027-09.doc

Site Approval Form - Simplified

DEL has simplified the Site Approval Form, omitting the requirement for photographs. Use this form to obtain prior approval before opening a new classroom or relocating an existing classroom. Please send the form several weeks before classes open. The form is available at www.del.wa.gov/publications/eceap/docs/Site_Approval_Form.doc.

ECEAP Purchase Request Form

Purchase of equipment with a unit cost of \$5,000 or greater, including ancillary costs, requires pre-approval from DEL. Use the new form at: www.del.wa.gov/publications/eceap/docs/PurchaseRequestForm.doc

Policy memos

ECEAP has three policy memos in effect. They have been updated for DEL (instead of CTED) but the content is not changed. Click these links for the revised copies:

- [Policy Memo: Over-Income Enrollment Limits](#)

- [Policy Memo: Eligibility Guidelines for Children in Kinship Care](#)
- [Policy Memo: Rules for Military Pay in Determining Eligibility](#)

The 2006 policy memo on CCDF Match Clarification is now rescinded. It is replaced by language in the ECEAP Contract, Section 5 Deliverables. This section requires contractors who want to use ECEAP funds for federal match for other programs to email their DEL ECEAP Specialist by September 30 of each year, including the amount the Contractor wants to use from July 1 through June 30 of the current state fiscal year and the title of the federal program for which this match would apply. DEL also uses ECEAP funds to match federal programs, and will determine how much is available for this after September 30.

If you have any ECEAP policy memos that are not mentioned above, those were rescinded in 2006. They were incorporated into the ECEAP Performance Standards that were released that year.

Ordering e-DECA for non-ECEAP Children

If you are using e-DECA for ECEAP and for other children as well:

- DEL paid your annual e-DECA license fee, and purchased enough “per child” e-DECA uses for your ECEAP children. We ordered for your ECEAP funded enrollment level, plus 10 percent for turnover.
- You may order additional “per child uses” from Kaplan, and tell them that this is for your non-ECEAP children.
- You e-mail Susan at SDAMICO@devereux.org at Devereux and let her know that you have an e-DECA order paid by DEL, and you are also ordering additional per child uses for non-ECEAP children.
- When you enter children’s information in e-DECA, enter a middle initial 'y' for yes for ECEAP children, or a 'n' for not ECEAP. Then, Devereux can sort the results and report only ECEAP results to DEL. However, you still have full classroom profiles for your use in mixed classrooms.

Smile Survey

Attached is a letter from DEL Director, Dr. Bette Hyde, encouraging Head Start and ECEAP programs throughout Washington State to participate in the upcoming Department of Health Smile Survey.

Training Opportunities

Southeast Washington Autism Conference, August 6-7, Kennewick, WA.
www.neurologicalresource.org/

October 15-17, WAEYC Conference, Bellevue, WA. www.waeyc.org/Conference.htm
Creative Curriculum Training, Bremerton, WA

- *Introductory Preschool Creative Curriculum training*, August 17 to 19, \$200
- *Infant Toddler Creative Curriculum training* August 18 to 19, \$150

- *Experienced Preschool Creative Curriculum training*, for teachers who have used the Creative Curriculum, August 20 to 21, \$150
Call 360-478-6860 for registration information.

Resource Links

Summer Meals The federal school nutrition program provides free meals and snacks to kids and teens during the summer months. A search tool is available to locate meal sites. www.parenthelp123.org/resources/summer-meals

Why Isn't Johnny in Preschool? This report from Chicago-based POWER-PAC looks at why preschool attendance lags among children who are at most risk. Drawing on more than 5,000 interviews in low-income neighborhoods, it provides recommendations on how to increase enrollment. www.cofionline.org/files/earlylearningreport.pdf

Change the First Five Years and You Change Everything. See this new video at www.ffyf.org/whats-new/73-change-the-first-five-years-and-you-change.

Address Math Education in Pre-K Opportunities for children in pre-K to learn mathematics are currently inadequate, and should be addressed through a national math initiative, says a report released today by the National Research Council. Intended to inform Head Start, state-funded preschool programs and teachers. The report says the amount of time devoted to math should be increased in public and private pre-K settings. www.national-academies.org/morenews/20090702.html

The Fiscal Effects of Investing in High-Quality Preschool Programs This report from The Brookings Institution looks at the impact of two model preschool programs on government budgets. Both programs would return the investment within 75 years, through reduced costs for social programs and increased revenues. www.brookings.edu/papers/2009/04_preschool_programs_dickens.aspx

Early Learning Challenge Fund Introduced as Part of Obama Ed Reform Package California Congressman George Miller introduced a bill in the House this week that would provide \$1 billion a year for 10 years to create an Early Learning Challenge Fund to help states develop systems for improving the quality of early learning settings for children from birth to 5. Miller, who worked with the Obama administration in crafting the measure, says it will be funded by a portion of the money saved by reforming subsidized loans to college students. www.edlabor.house.gov/documents/111/pdf/publications/SAFRA-EarlyLearning.pdf



STATE OF WASHINGTON
DEPARTMENT OF EARLY LEARNING
PO BOX 40970, Olympia, Washington 98504-0970

July 27, 2009

Dear Head Start and ECEAP programs:

I am writing this letter to express my full support for the implementation of the Department of Health (DOH) 2009-2010 Smile Survey. Since the 1994-1995 school year, DOH has periodically surveyed the oral health status of preschool and elementary school children in Washington State. During the upcoming 2009-2010 school year, DOH will again survey preschool children through the SMILE Survey process. This statewide assessment will occur between April and June of 2010.

As you know, good oral health is a critical part of the overall healthy development of young children. It impacts their self-esteem and self-confidence, their ability to eat and thrive physically, and their overall learning experiences in the classroom. As a result, knowing the status and trends of oral health among young children statewide—especially among vulnerable populations—has a direct impact on children's learning and positive development. From the information gathered in this survey, partners in promoting oral health can refine existing approaches to addressing oral health disparities and plan new oral health curricula and intervention strategies.

To ensure this continues to be a successful endeavor, I am asking all Head Start and ECEAP programs throughout the state to participate in the SMILE Survey with DOH should you be selected as a survey site (a sample size will be randomly selected). By participating, programs will help guarantee the collection of vital data to inform key strategies for addressing oral health issues for the children in your programs. Benefits of participating include: free visual on-site dental screenings of preschool children (conducted by licensed health professionals), free toothbrushes, and free information on dental resources and coverage for families. In return, DOH requests that you set aside time and space for the classroom screenings and supply the SMILE Survey staff with demographic information on the children screened (race/ethnicity, Free and Reduced Lunch Status, income, etc.).

Again, I encourage your participation in this very important effort and wish to thank programs who make the decision to participate.

Sincerely,

Elizabeth M. Hyde, Ph.D
Director
Department of Early Learning